

EXCEL ACADEMY CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Minutes

Thursday, August 19, 2021

Closed Session Begins at 8:00 a.m.

Regular Meeting Begins at 9:00 a.m.



1185 Calle Dulce, Chula Vista, CA 91910
39251 Camino Las Hoyas, Indio, CA 92203
16222 Quail Rock Road, Ramona, CA 92065
1160 Cuyamaca Avenue, Chula Vista, CA 91911
1545 Apache Drive, Chula Vista, CA 91910

Excel Academy Charter Schools
1 Technology Drive, Bldg. I, Suite 811, Irvine, CA 92618

Zoom Meeting Information

Dial In: 1-669-900-9128

Meeting ID: 937 4597 2405

Join URL: <https://zoom.us/j/93745972405>

1. CALL TO ORDER AND ROLL CALL

Time: 8:00 a.m.

1.1. Roll Call

William Hall	President - <i>Present</i>
Michael Humphrey	Vice President - <i>Absent</i>
Steve Fraire	Clerk - <i>Present</i>
Susan Houle	Member - <i>Present</i>
Larry Alvarado	Member - <i>Present</i>

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of August 19, 2021.

Moved by SHoule	Seconded by SFraire			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

3. PUBLIC COMMENT - CLOSED SESSION

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under section 8.0 Public Comments at Board Meetings.

4. ADJOURN TO CLOSED SESSION

Time: 8:02 a.m.

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 5.0.

Moved by LAlvarado	Seconded by SHoule			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

5. CLOSED SESSION**Conference with Legal Counsel regarding Potential Litigation: 2 matters**

There is significant exposure to litigation against the Agency pursuant to Government Code Section 54956.9(d)(2).

Public Employee Performance Evaluation Pursuant to Government Code 54957

- a. CEO Evaluation
- b. Executive Director Evaluation

6. RECONVENE REGULAR MEETING

Time: 9:22 a.m.

William Hall, President reported out "no action was taken during the closed session."

7. PLEDGE OF ALLEGIANCE

Led by: William Hall

8. PUBLIC COMMENTS/RECOGNITION/REPORTS

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written statement and an administrator will provide answers at a later date.

9. CORRESPONDENCE/PROPOSALS/REPORTS

- 9.1. School Highlights, Presented by Heidi Gasca, Executive Director
- 9.2. The Collaborative Charter Services Organization (CSO) Update, Presented by David Franklin, CEO
- 9.3. Upcoming Board meeting location and adjustment to the Brown Act effective October 1, 2021, Presented by Kurt Madden, CEO

10. CONSENT CALENDAR

Items listed under Consent Calendar are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent Calendar upon the request of any member of the Board, discussed, and acted upon separately.

Consent Calendar - Board Meeting Minutes

- 10.1. Minutes of the Regular Board Meeting that was held on July 15, 2021
- 10.2. Minutes of the Board Study Session that was held on July 15, 2021

Consent Calendar - Business/Financial Services

- 10.3. Check Register - July 2021
- 10.4. Approval of imSparked Contract for Excel Academy Charter Schools Helendale (#2073), and Warner (#2053).
- 10.5. Approval of Time4Learning Agreement for Excel Academy Charter Schools Helendale (#2073), and Warner (#2053).

Consent Calendar - Education/Student Services

- 10.6. Approval of 2021-2022 Special Education Handbook for Excel Academy Charter Schools Helendale (#2073), and Warner (#2053).
- 10.7. Approval of 2021-2022 Excel Academy Charter Schools Handbook for Excel Academy Charter Schools Helendale (#2073), and Warner (#2053).
- 10.8. Approval of 2021-2022 Master Agreement for Independent Study for Excel Academy Charter

Schools Helendale (#2073),and Warner (#2053).

- 10.9.** Approval of Content & Community Providers (CCP) Ordering Guidelines for Excel Academy Charter Schools Helendale (#2073),and Warner (#2053).

Consent Calendar - Personnel Services

- 10.10.** Approval of Certificated Personnel Report
10.11. Approval of Classified Personnel Report
10.12. Approval of Revised 2021-2022 Salary Schedule
10.13. Approval of Teacher of Record (ToR) Manual

Consent Calendar - Policy Development

- 10.14.** Approval of existing board policies revised, reviewed, and eliminated by staff for the 2021-2022 school year.

Board Policies: Revised

The following are current policies that have been revised to provide clarity or alignment with changes in law or procedures.

3000 Series - Business and Non Instructional

- 3000-EA Fiscal Policy Overview
- 3005-EA Purchasing Fiscal Policy
- 3011-EA Banking and Accounts Payable Fiscal Policy
- 3015-EA Accounts Receivable Fiscal Policy
- 3020-EA Expenses Fiscal Policy
- 3025-EA Finance Fiscal Policy
- 3100-EA Content and Community Provider (CCP) Code of Conduct
- 3105-EA Content and Community Provider Risk Management Policy
- 3115-EA Terms and Conditions of the Purchase Order
- 3120-EA Name and Logo Use Policy

5000 Series - Student Services

- 5010-EA Educational Records and Student Information Policy
- 5045-EA Acceptable Use Policy
- 5095-EA Grade Retention Policy

6000 Series - Instruction

- 6010-EA Independent Study Policy
- 6020-EA Education of Homeless Children and Youth Policy
- 6030-EA Education of Foster Youth Policy
- 6040-EA Local Assessment Policy
- 6050-EA Virtual Proctoring Policy
- 6055-EA Adequate Progress Policy
- 6065-EA Special Education PIN Process Policy
- 6075-EA Special Education Certificate of Completion Policy
- 6115-EA Attendance and Involuntary Removal Policy

Board Policies: Reviewed

The following policies are being brought to the Board without changes for annual review.

- 1035-EA Access to Public Records Policy
- 4160-EA Children of Teachers Policy
- 5020-EA Suicide Prevention Policy (only for grades 7-12)/Mental Health Services
- 5030-EA Immunizations Policy
- 5035-EA Student Freedom of Speech and Expression Policy
- 5070-EA Transgender and Gender Nonconforming Student Nondiscrimination Policy
- 5085-EA Communicable/Contagious Disease Prevention Policy
- 5110-EA Cell Phones, Pagers, & Other Electronic Signaling Devices Policy
- 6015-EA Comprehensive Sexual Education and HIV Prevention Policy
- 6025-EA Section 504: Policy, Procedures, and Parent Rights Regarding Identification, Evaluation and Education
- 6035-EA Mathematics Placement Policy
- 6070-EA SPED Independent Educational Evaluations Policy

Board Policies: Eliminated

- 6045-EA Parent/Guardian Proctoring Policy
This policy should be revoked because parent proctoring for assessment is not allowable by the state anymore.
- 6060-EA SPED Formal Assessment Requests Policy
This policy is not necessary to drive the procedures for evaluation. IDEA and Ed Code regulations will always be the overriding factor.
- 3010-EA Fiscal Control Policy
This ‘master’ policy has been divided into smaller policies and assigned new policy numbers (3005, 3011, 3015, 3020, 3025).

Moved by LAlvarado	Seconded by SHoule			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

11. BUSINESS/FINANCIAL SERVICES

11.1. (Action) Approval of Consulting Agreement - KM Educational Consulting and Executive Coaching Services

It is recommended the Board approve the Consulting Agreement for Excel Academy Charter Schools Helendale (#2073) and Warner (#2053), effective September 1, 2021 through June 30, 2022.

Fiscal Impact: \$39,300.00 Annual Cost
\$150/hour. Estimated total hours per year 262.

Moved by SHoule	Seconded by SFraire			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

12. EDUCATION/STUDENT SERVICES

12.1. (Action) Approval of 2021 LCAP Local Performance Indicator Self-Reflection

It is recommended the Board approve the 2021 LCAP Local Performance Indicator Self-Reflection report for Excel Academy Charter Schools Helendale (#2073) and Warner (#2053).

Fiscal Impact: None.

Moved by SFraire	Seconded by LAlvarado			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

13. ORGANIZATIONAL STRUCTURE OF THE BOARD

13.1. (Action) Election of Corporation Officers

In accordance with the Board Bylaws Article VIII Officers of the Corporation, Section 3. Election of Officers, it is recommended the Board of Directors conduct the annual election for the following officer positions:

Fiscal Impact: None.

William Hall, President requested to table this item to a future meeting.

1. **President**
2. **Chief Financial Officer**

Moved by LAlvarado	Seconded by SHoule			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

14. PERSONNEL SERVICES

14.1. (Action) Approval of Declaration of Need with the Commission on Teacher Credentialing (CTC)

It is recommended that the Board approve the Declaration of Need For Fully Qualified Educators (DON) for the 2021-2022 school year.

Fiscal Impact: None.

Moved by SFraire	Seconded by SHoule			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

15. POLICY DEVELOPMENT

15.1. (Action) Approval of New Board Policies

It is recommended the Board approve the proposed policies. These policies will replace the current policies and will allow the Board to address any related complaints or issues that may be raised in the school/work environment.

3000 Series - Business/Non-instructional

3135-EA Gift Acceptance Policy

5000 Series - Student Services

5105-EA Direct Instruction and Supplemental/Administrative Support Policy

6000 Series - Instruction

6200-EA Satisfactory Educational Progress Policy

6205-EA Interim Policy for Mitigation of Student Hardship Caused by COVID-19

Moved by SHoule	Seconded by SFraire			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

16. PUBLIC HEARING

16.1. (Hearing) Board Policy 6010-EACS Independent Study Policy

It is recommended the Board enter into a public hearing regarding Board Policy 6010-EACS Independent Study Policy. The Board shall consider adoption of the Independent Study Policy in accordance with the requirements of Education Code Section 51747.

6000 Series - Instruction

6010-EACS Independent Study Policy

Revised to come into alignment with the new Independent Study Education Code (AB 130).

Hearing Open: 10:20 a.m.

Hearing Closed: 10:23 a.m.

Moved by LAlvarado	Seconded by SFraire			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

17. CALENDAR

The next scheduled meeting will be held virtually on September 16, 2021.

18. BOARD COMMENTS

The Board Members said we covered a lot of work today and EACS is off to a great start. The presentations show where EACS is headed in the future, and they are looking very bright. The Board thanked all of the staff behind the scenes for their attention to details and said it's going to be a great year, well done!

19. CEO COMMENTS

The CEO said he echoes everything the Board has shared. He gave a shout out to the entire staff saying EACS is off to a great start, and recommended them to stay out in front of it continuing to do what they do best when uncertainty comes their way. Thank you!


20. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 10:25 a.m.


Moved by SHoule	Seconded by SFraire			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

Motion carried unanimously, 4-0.

Signed:

DocuSigned by:

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 Kurt Madden
 Secretary, Governing Board

Signed:

DocuSigned by:

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 Steve Fraire
 Clerk, Governing Board